Level *Up*

MASTER YOUR DIGITAL SKILLS

Excel Basics

Data Analytics, data literacy & data driven decisions

StackFuel

Co-funded by
the European Union

COURSE OVERVIEW

Get ready to learn the essentials of Excel for data organization and structuring. This course is ideal for anyone looking to develop a solid foundation in Excel, making it easier to create, format, and manage tables effectively. Whether you're formatting columns and rows, structuring important data ranges, or using formulas, you'll gain valuable skills for organizing and presenting data.

OUR GOALS

1. Equip learners with practical Excel skills.

2. Simplify data organization and structuring.

3. Enable better data analysis and presentation.

COURSE DESCRIPTION

In this Excel Basics module, you'll develop essential skills using a practical example in financial planning. You'll learn how to format rows, columns, and tables, create structured tables for easier data management, apply formulas with structured references, and understand absolute and mixed cell references. By the end, you'll be able to organize, filter, and sort data effectively.

- **Basic data formatting**

- **Creating structured tables**

- **Using formulas and functions**

- **Understanding cell references**

COURSE INFO

Location	**StackFuel Data Lab**
Date	**15.11.2024**
Duration	**8 hours**
Available until	**31.12.2025**
Cost	**Free**

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